

Executive Committee Meeting Minutes – Monday, December 8, 2003

Chairman Dwyer called the meeting to order at 8:37 a.m. led the Committee in the Pledge of Allegiance.

Present: Chairman James Dwyer, County Board Supervisors Patricia Haukohl, Kenneth Herro, Walter Kolb, Richard Manke, Duane Paulson and Duane Stamsta.

Also Present: Chief of Staff Lee Esler, UW-Extension Director Marcia Jante, Legislative Policy Advisor Mark Mader, Senior Financial Analyst Clara Daniels, Community Learning Center Coordinator Michelle Viera, Community Educator Juana Avila, Community Educator Jenny Jones, Family Living Community Educator Laura Dombrose, Nutrition Education Coordinator Jan Skill, Community Learning Coordinator Siri Thompson, Agri-Business Development Educator Robert Fox, Associate Professor Community Development Jerry Braatz, Professor 4-H Youth Development Tamie Koop, Professor Youth and Family Development Tom Ries, Supervisor Hank Carlson and Office Services Coordinator Windy Jicha.

Discuss 2004 Operating Budget Goals and Objectives for UW-Extension

Jante introduced her staff. She explained that her staff members were going to review the 2004 departmental objectives and July 2002 to June 2003 strategic achievements as outlined in the 2004 County Executive Budget. Jante said the mission of Waukesha County University of Wisconsin Extension is to deliver research-based information to improve the quality of life for families in the areas of family living, youth development, community resource development, agriculture and horticulture. UW-Extension provides community based education for families, business, government and organizations using non-traditional educational methods.

Riese reviewed strategic achievement five on page 206 concerning the Neighborhood Leadership Development Program. This program teaches the members to build leadership and to help members collaborate and work together. Next he reviewed objective one under Youth and Family on page 203 regarding the Teen Leadership Institute. This program is piloted at Waukesha South High School and involves the entire community. Eventually, they want to expand this program to Waukesha Central Middle School. The school administrative staff helps UW-Extension select appropriate students for these programs. Riese said in order to help the teachers refer students, the UW-Extension office provides the administrative staff at the school a handout listing what type of students they are looking for for the program. They review participant records six-months after the program ends for improvement.

Braatz explained achievement eight on page 206. UW-Extension helped the Village of Hartland board with strategic planning. The goals of this process were to establish an appropriate balance between service level and tax level, to address manpower shortages and to stabilize revenue resources. Braatz said the process worked well. At the end of the last session, the Village asked them to return for another session. Braatz said he didn't know what the end results were but he could provide the committee with a final report.

Braatz next reviewed achievement ten on page 206. In cooperation with the Waukesha County Economic Development Corporation and UW-Extension, a \$15,295 grant was received from SBC. The grant allowed for the delivery of the pilot program: "Going Solo: Building a Family Business, to children and parents in the Haertel Field Neighborhood." Braatz said this program gets the entire family involved in starting a business. The program goals are to teach participants business basics and to bring resources to the participants if they want to start a business. Braatz reviewed objective three under the Environmental heading on Page 203. UW-Extension facilitated a strategic planning session with the Village of Butler to identify goals and objectives for the completion of their comprehensive planning process for the next 20 years. The UW-Extension office is charging for this service and will use a development model developed by UW- Madison to help determine the costs involved. Braatz said his job is to facilitate the process only. He is not to give them the means for achieving the results.

Koop explained achievement four on page 205 regarding the 4-H Youth Development Program. Training is required for all new adult volunteers recruited to the 4-H Program. Of the new 57 volunteers, 33% indicated their knowledge in working with youth increase, 28% indicated their knowledge as a volunteer in preventing child abuse increased greatly and 39% indicated their knowledge of their volunteer role increased. Koop then reviewed objective four and six under Youth and Family on page 203. Objective four states that 50% of the 4-H clubs will improve their neighborhoods through participation in community service activities. Objective six states that an evaluation will be conducted of Waukesha County 4-H teenagers to assess their leadership skills as a result of camp staff training. The 4-H Program in Waukesha County is a suburban-based program with 1,100 members in 35 clubs. More than 800 members of the program had 7,000 exhibits at the Waukesha County Fair this year. The program is partnering with the Fair in 2004 with several programs.

Fox said he is a farm economist and one of his main goals is to maintain the current existing farms in Waukesha County. They have a cooperative agreement with Jefferson County to share duties and tasks between both counties. He has an interest and background in direct marketing, which is similar to what the UW-Extension currently maintains. Jante said they have found the relationship with Jefferson County to be beneficial. With the help of Jefferson County, we have access to a greater variety of skills and professionals. This position has been in place for 85 years and has been restructured with the help of agricultural producers in Waukesha County.

Skill reviewed some of the achievements of the nutrition programs. During the period of July 1, 2002 to June 30, 2003, nine new partnerships were created to deliver nutrition, food safety and budgeting education to low income youth and adults. The agencies involved in this partnership include: Century House, Mental Health Center, School Age Parent Program, Lad Lake, Hickory Hill Apartments, Second Chance, Project Change, Milwaukee Area Technical College and the Junior Academic Work and Service Program. The partnerships have resulted in an estimated \$9,953 of cost share to the Waukesha County UW-Extension Program. During this time periods, the Menomonee Falls Farmers Market joined the Brookfield and Waukesha Garden Gleaning Programs to distribute nutrition and horticulture education information and to collect donated produce for distribution by Waukesha County Food Pantries and Meal Programs. This year's donations increased by 180% yielding more than 31,000 pounds of fresh fruits and vegetables valued at \$31,000.

Thompson said the 21st Century Learning Grant covers an after school program two hours per night, five days per week. The first hour of the program is dedicated to homework and studying. The second hour is dedicated to an activity of the child's choice. If the children do not complete their homework, they cannot participate in the activity portion of the evening. Some children spend the entire two hours completing homework assignments. Staff in the program check with schoolteachers to determine if the children are improving in their studies. The program exposes students to a wide variety of activities in order to develop an understanding of the community and community service. In 2004, they plan to increase parental involvement in the Community Learning Centers program by 10% and add a remedial reading program at the White Rock After School Program improving the grades of 15 at-risk third grade students.

Jante said the beauty of UW-Extension programs is that they address the needs of the community.

Jones said she is a community educator and work with parents, kids and the community. She works with the Police and Kids (PAK) Program. It is difficult to measure the attitude changes of the children who go through this program. They do know that there are about 50 fewer contacts between the police and the children in the participating neighborhoods. PAK is in its second year and offers two classes. The police officers involved in the program report that they have changed how they interact with youth on the streets. PAK has partnered with Medina's Gym to reward kids who study with participation in kickboxing classes. Jones reviewed the achievements of Project Leap as outlined in achievement four on page 206. She said

program innovations in Project Leap this year include: a two-hour Neighborhood Homework Club for 40 students at Medina's Gym, the addition of three police officers to the program and a \$1,000 grant that supported the development and implementation of a 4-H photography program for students. Jones said in 2004 they plan on developing and delivering a 12-hour training program for after school teaching staff to improve their skills in teaching, classroom management and program design.

Avila talked about the achievements of the Red Carpet Mystery Series which partners with the Medical Examiners Office, Sheriff's Department and the City of Waukesha Police Department. In this program, families and children participate in a mock crime scene including tours of the morgue, jail, City of Waukesha Police Department and an introduction to a K-9 unit. The program gives families and youths a chance to discuss the outcomes of crimes and violence in addition to investigating career opportunities. This program works primarily in the Phoenix Heights and Central Middle School areas focusing on Hispanic youth. Central Middle School is the only middle school in the county that offers ESL classes. Many of the crimes in these neighborhoods occur due to the language differences. They also offer bilingual education and translation programs and work with students and families to educate them about how police departments work in the United States. There is a lot of corruption in police departments in Hispanic countries. Many of the parents are unable to read in English or Spanish so they are unable to process the information brought home to them from their children. Once the children learn to read and speak English, the parents can lose control of the power they have of their children. They have a six-week curriculum to teach ESL during the school hours. During this time, they address all kinds of issues. They also work with the Medina's Gym because the owner has ties with the Hispanic community and is trusted by parents and kids. Parents are always invited to participate in the programs. A federal monitoring officer has visited the program because of the good work they do. They were also asked to host a national Hispanic conference to share information on this program.

Jante said they are working to obtain additional funding to cover grants that are expected in the near future. The expectation of the programs is that they will end after two years. The UW-Extension looks at finding funds for the pieces of the programs that are most beneficial.

Discuss and Consider the Following Appointments:

158-A-014: Appointment of Janet Belton to the Commission on Aging

MOTION: Stamsta moved, Haukohl second, to approve 158-A-014: Appointment of Janet Belton to the Commission on Aging. **Motion carried:** 7-0.

158-A-015: Appointment of Elizabeth McMullen to the Commission on Aging

MOTION: Stamsta moved, Haukohl second, to approve 158-A-015: Appointment of Elizabeth McMullen to the Commission on Aging. **Motion carried:** 7-0.

158-A-016: Appointment of Calvin Gander to the Commission on Aging

MOTION: Stamsta moved, Haukohl second, to approve 158-A-016: Appointment of Calvin Gander to the Commission on Aging. **Motion carried:** 7-0.

158-A-017: Appointment of Hank Carlson to the Federated Library Board

MOTION: Stamsta moved, Haukohl second, to approve 158-A-017: Appointment of Hank Carlson to the Federated Library Board. **Motion carried:** 7-0.

158-A-018: Appointment of Patricia B. Hansen to the Commission on Aging

MOTION: Stamsta moved, Haukohl second, to approve 158-A-018: Appointment of Patricia B. Hansen to the Commission on Aging. **Motion carried:** 7-0.

Approval of the Minutes of November 3, 2003

MOTION: Haukohl moved, Stamsta second, to approve the minutes of November 3, 2003. **Motion carried:** 7 -0.

Approval of the Minutes of November 17, 2003

MOTION: Stamsta moved, Kolb second, to approve the minutes of November 17, 2003. **Motion carried:** 7-0.

Correspondence

Chairman Dwyer reviewed and passed out the list of correspondence. He said Supervisors should let Jicha know if they want copies of the listed items.

Meeting Approvals

MOTION: Stamsta moved, Herro second, to approve attendance of the Executive Committee to attend the Public Policy Forum at the Country Inn. **Motion carried:** 7-0.

MOTION: Herro moved, Haukohl second, to approve attendance of the Executive Committee at the Governor's Conference at UW – Milwaukee. **Motion carried:** 7-0.

Chairman Dwyer led the committee in saying the Pledge of Allegiance

Motion to Adjourn

MOTION: Manke moved, Paulson second, to adjourn the meeting at 1:20 p.m. **Motion carried:** 7 -0.

Respectfully submitted,

Duane E. Paulson
Secretary